



Montana Department of LABOR & INDUSTRY

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2 **Division: Workforce Services Division**
3 **Category: WIOA**
4 **Effective Date: 5/3/2016**
5 **Last Revised: 12/13/2018**
6 **Policy No.: 01-16**

7 WIOA Local Workforce Area Designation Policy

8 **Background:** The Workforce Innovation and Opportunity Act (WIOA), signed into law on July 22, 2014,
9 formally overhauled and reauthorized the expired Workforce Investment Act (WIA) of 1998. Under WIA, Montana
10 had two designated local workforce investment areas, the 10 county Concentrated Employment Program (CEP)
11 local area and the 46 county Balance of State (BOS) local area. Although Montana did not meet the population
12 criteria for more than one local area under WIA, the CEP was an automatic designated area under WIA and
13 therefore the BOS was also considered an automatic designation. In 2005, Montana received a waiver from the
14 U.S. Department of Labor (USDOL) for the Montana State Workforce Investment Board (now known as the State
15 Workforce Innovation Board or SWIB) to carry out the roles and responsibilities of the two local boards, allowing
16 Montana to operate as a single local workforce investment area. The waiver reduced overhead costs, increased
17 program dollars, expanded the number of one-stops in the state, strengthened administrative oversight and
18 accountability processes, and increased training opportunities for clients.

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20 Under WIOA, there is no longer a CEP, however states that had one previously are recognized as having had
21 local areas and therefore not eligible to be considered a single-area state. Therefore, Montana must remain
22 with the prior designated 10 county area and 46 county area as local workforce areas. In 2018, Montana once
23 again applied for a waiver from USDOL for the SWIB to carry out the roles and responsibilities of the local
24 boards, allowing Montana to act as a single-area planning state, with funding allocated as required under
25 federal law and regulations to the two local areas. This waiver was granted November 14, 2018 by USDOL and
26 remains in effect through June 30, 2020.

27 WIOA Section 106(b) requires the Governor, in consultation with the SWIB, to designate local workforce areas
28 and ensure an appeals process is in place.

29 Training and Employment Guidance Letter (TEGL) No. 27-14 indicates the purpose of a local area is to serve as
30 a jurisdiction for the administration of workforce development activities using Adult, Dislocated Worker, and
31 Youth funds allocated by the State and to coordinate efforts related to the other core programs at a local
32 community level.

33 **Scope:** This policy applies to the SWIB and any area or entity seeking to be designated or designated as a
34 local workforce area.

35 **Policy:**

- 36 • At any time, the Chief Local Elected Official and Local Board from any unit of general local government
37 or combination of units may submit a request for designation as a new local workforce development
38 area.
- 39 • The Governor will consider requests for general designation as a new local workforce area if the

- 40 proposed area:
- 41 ○ is consistent with local labor market areas;
 - 42 ○ has a common economic development area; and
 - 43 ○ has the federal and nonfederal resources, including appropriate education and training
 - 44 institutions, to administer activities under WIOA.
- 45 ● Areas or entities requesting consideration for either initial or general designation as a local workforce
 - 46 area must submit the form in Attachment 1 of this policy to MTDLI.
 - 47 ● Inquiries regarding this policy should be directed to SWIB@mt.gov.

48 References:

- 49 ● WIOA Title I of 2014, Section 106 [WIOA Act](#)
- 50 ● [TEGL 27-14](#)
- 51 ● [TEGL 27-14, Change 1](#)

52 Attachment:

53 Attachment 1 – WIOA Local Workforce Area Designation Request form

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Workforce Services Policy 16-01 Attachment 1

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WIOA Local Workforce Area Designation Request Form

Areas or entities seeking to be designated a local workforce area must submit the following request form by email or by mail to the Montana Department of Labor & Industry to be considered.

Mail to:

Montana Department of Labor & Industry
Attn: State Workforce Innovation Board
PO Box 1728
Helena, Montana 59624-1728

Email to:

SWIB@mt.gov

Enter local workforce area name here is requesting designation as a Local Workforce Area under the Workforce Innovation and Opportunity Act (WIOA).

Contact Name: *[enter contact name here](#)*

Contact Title: *[enter contact title here](#)*

Contact Address: *[enter contact mailing address here](#)*

Contact Email: *[enter contact email address here](#)*

Date of Designation Request: *[click here to enter a date](#)*

Please explain how this designation is consistent with the local labor market and supports a common economic development area currently being served by WIOA.

Please provide information on this area's access to federal and non-federal resources, including appropriate education and training institutions, to administer WIOA programs.

Name: *[type or print name here](#)*

Signature: *[enter e-signature here or sign here](#)*

Date: *[click here to enter a date](#)*